



PUBLIC WORKS DEPARTMENT

**CITY OF  
GREENVILLE**  
NORTH CAROLINA  
27835-7207



Thank you for your interest in applying for a City of Greenville Environment Advisory Committee (EAC) Grant.

The 2013-2014 grant cycle supports citizen activity in stormwater management and is open to any School related organization (such as a Parent-Teacher Organization, science club, 4H club, etc.) within Greenville city limits. The maximum grant amount is \$2,500.

The aim of the grant is to increase awareness about the need for improved water quality and good stormwater management practices. These practices are critical in maintaining an overall, healthy community environment.

We encourage you to talk to teachers and student groups at your school about developing a stormwater management project and applying for an EAC grant. A Call for Proposal which details the requirements and an application form is attached for your information. Please note the application deadline is April 22, 2013 and must be typed.

Please contact Amanda Braddy at the Greenville Public Works Department at (252) 329-4467 or [ajbraddy@greenvillenc.gov](mailto:ajbraddy@greenvillenc.gov) for an electronic copy of the application form. She will also be able to answer any questions you may have.

We look forward to seeing your application.

Sincerely,

Robert A. Chin  
Chairman  
Environmental Advisory Committee



# Environmental Advisory Commission Grant Program

## Fact Sheet #2

Publication Date:  
February 2013

### DEFINITIONS...

#### *Non-point Source Pollution*

Also known as polluted runoff, comes from diffuse or scattered sources in the environment rather than from a defined outlet such as a pipe. As water moves across and through the land it picks up and carries away natural and human-made pollutants depositing them into lakes, rivers and even underground sources of drinking water.

#### *Impervious Area*

Hard surfaces, like rooftops, roads and parking lots that prevent or slow the absorption of stormwater runoff into the ground.

### GRANT TIMELINE 2013-14

Application Deadline	April 22
Grant Award	June
Update to EAC	Dec
Project Closeout	May 31st
Deliverables	June
Presentation	June

## Grant Overview

The City of Greenville continually strives to serve its citizens and provide programs that will increase the quality of life and livability of our community. **Non-point source pollution has a significant affect on water quality, property values and the safety of our citizens.**

When rain falls on natural areas, such as a forest, it is slowed down, filtered by soil and plants, and allowed to soak back into the ground. In contrast, when rain falls on impervious areas rain does not soak into the ground and stormwater runoff is created. Stormwater runoff picks up pollution such as pet waste, fertilizer, pesticides, motor oil, litter

and yard waste on the way to local creeks, streams and waterways. **In Greenville, stormwater runoff does not go to a treatment plant.** Instead, runoff, and the pollution in it, flows into our creeks and streams, then eventually into the Tar-Pamlico or Neuse River.

In an effort to address these concerns, **the Environmental Advisory Commission (EAC) has developed the EAC Grant Program.**

This Program will provide an avenue **for school-related organizations to apply for a grant from the City for projects that will minimize the effects of non-point source pollution.** There are many

benefits to installing these projects on your property or instituting them in your organization. Most projects are structural and prevent water pollution by capturing polluted runoff and treating or detaining it. Other projects may take the form of education, awareness, or good house keeping measures. All of these components are equally important.



Installation of a traditional rain garden.

## Eligibility

**There is \$2,500.00 available for a project or projects.**

A school-related organizations such as a Parent Teacher Organization (PTO), science club, 4H club etc. must apply for the funds and act as the fiscally responsible party. The school organization may apply for multiple grants however these projects will compete against each other for funding.

The following requirements must be met in order for a school organization to be eligible for consideration:

**Potential project locations must be within the City Limits.** Projects located in

county and the extra-territorial jurisdiction are not eligible under this Program.

**The project must be real and measurable.** The results must be available by the end of the grant cycle.

**Increase public awareness of the issue.** The project must include an awareness component and ensure that as many people as technically feasible are impacted by the results.

**Provide opportunities for public participation.** Ideally the project will involve a partnership between teachers, students and parents.

**Demonstrate that the project has improved the quality, reduced the quantity, or created awareness** about stormwater runoff. This may be in the form of pictures, calculations, sampling, questionnaires, etc.

**Prepare project reporting documentation** which includes:

- Six-month status report that describes the current status of the project and the next steps anticipated
- Final report and presentation to EAC describing the project and its outcomes.

## Project Ideas

- Develop an educational campaign for parents.
- Install pervious concrete/asphalt.
- Remove impervious areas and restore to pervious ground cover.
- Develop curriculum on stormwater quality, quantity and watershed based issues.
- Restore riparian buffers.
- Install rain gardens.
- Retrofit existing stormwater facilities to meet current water quality standards.
- Outdoor learning spaces.
- Develop monitoring program for a stream.
- Design a student activity book.
- Develop an educational contest and recognition program.
- Repair erosion caused by runoff.
- Install rain barrels for water re-use.



Rain barrels or cisterns can store rain water for irrigation or wash water for vehicles.



Traditional residential rain gardens allows water to infiltrate into the ground.

## Grant in Action



The Wahl-Coates Explorers were the **2012 recipient** of the Stormwater Education Grant. They are using the grant funds to carry out a year-long water monitoring project on Green Mill Run. **Check out their website** which explains what they are doing, and what they are learning.

[wahlcoatesexplorers.weebly.com/grant.html](http://wahlcoatesexplorers.weebly.com/grant.html)

## Grant Administration

**There is \$2,500.00 available for a project or projects.**

In addition, the grant requires the applicant to match 25% of the grant amount awarded. This can be in the form of volunteer labor, donated materials or equipment, or may be monetary.

Funds will be disbursed in three instalments:

- The first 45% will be distributed upon award.
- The second 45% will be distrib-

uted upon receipt of invoices indicating that 75% of the first disbursement has been spent.

- The final 10% will be disbursed upon final submission of the project, financial report and presentation to EAC.

Any maintenance costs associated with the Best Management Practice shall be included in the requested amount.

City of Greenville  
Public Works Department  
Environmental Advisory Commission  
1500 Beatty Street  
Greenville, NC 27834

Phone: 252-329-4467  
Fax: 252-329-4535  
E-mail: [ajbraddy@greenvillenc.gov](mailto:ajbraddy@greenvillenc.gov)

**Electronic versions of the application package are available at**  
**[www.greenvillenc.gov](http://www.greenvillenc.gov)**



### MORE DEFINITIONS...

#### *Rain Garden*

Shallow depression in the landscaping that allow for temporary storage of the first one (1) inch of rainfall. A combination of vegetation and infiltration provide water quality benefits.

#### *Riparian Buffer*

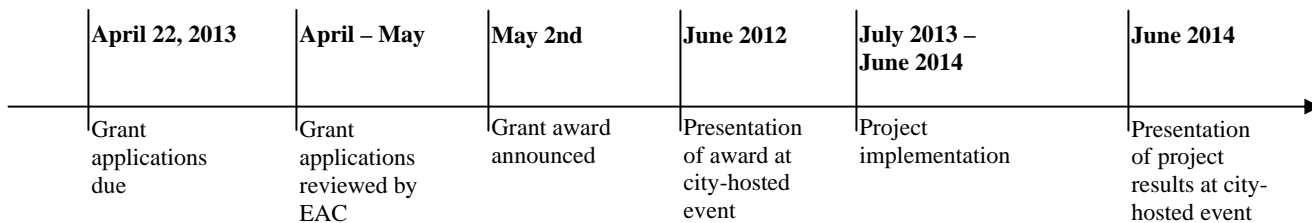
An area of vegetated land, adjacent to waterways, streams, wetlands, lakes, ponds, and other surface waters for the purpose of minimizing the impacts of point and non-point source pollution.

<b>Purpose</b>	To increase awareness about the need for improved water quality and good stormwater management techniques and their role in maintaining an overall, healthy community environment.
<b>Total funds available</b>	\$2,500
<b>Grant ceiling</b>	\$2,500
<b>Match</b>	Matching goal of 25% of total grant amount awarded. This can be in the form of volunteer time, donation of materials or direct financial contribution.
<b>Process for grant selection</b>	All submitted project(s) are reviewed by the City of Greenville Environmental Advisory Commission (EAC). Project(s) will be ranked according to how well they meet the requirements outlined below. Highest ranking project will be awarded the grant. If two projects are deemed to be equally qualified the EAC reserves the right to split the grant.
<b>Examples of possible project(s)</b> (Note: these are merely suggestions to help guide the project design process and are not intended to limit the scope of project ideas submitted.)	<ul style="list-style-type: none"> <li>• Restoring riparian buffers</li> <li>• Installation of rain barrels</li> <li>• Development of curriculum on stormwater management and watershed issues</li> <li>• Monitoring program for a stream</li> <li>• Developing an educational campaign for school community</li> <li>• Design and development of a wetland area</li> </ul>
<b>Requirements</b>	<p>Project(s) must:</p> <ol style="list-style-type: none"> <li>1. Be real and measurable <i>Project must be implemented with initial results available by the end of the grant cycle. Examples of project results include: new signage, a report that demonstrates change, presentations to external groups etc. Research projects may be submitted with the understanding that they contain an implementation component that will be started before the end of the grant.</i></li> <li>2. Increase public awareness of the issue <i>The project must include an awareness raising component to ensure that the project has as wide ranging an impact as technically feasible. Examples of public awareness can be: creating and distributing a "fact sheet", holding an event where the importance of storm water management is discussed, creating signage to raise awareness on the issue, hosting an informational day, etc.</i></li> <li>3. Involve more than one person <i>Ideally the project will involve a partnership between students, teachers and school group.</i></li> <li>4. Demonstrate that the project has improved stormwater run-off <i>Some examples are: Before and after pictures that document the repair of erosion caused by ditches or streams or caused by surface run-off. Calculating the amount of run-off that will be reused or that will infiltrate as a result of the project. Before and after questionnaires that indicate a change in knowledge. Reporting on the habitat of the body of water is a good indication of poor or good water</i></li> </ol>



	<p><i>quality. Traditional analytical testing.</i></p> <p>5. Prepare project reporting documentation which includes:</p> <ul style="list-style-type: none"> <li>6-month status report that describes the current status of the project and the next steps anticipated</li> <li>Final report presenting the project and its outcomes</li> <li>Presentation to the EAC and City Council on the project</li> </ul> <p><b>Applicants must complete and submit the application form (see attached). All school bodies located within Greenville's City Limits are eligible to apply. County or ETJ schools <u>ARE NOT</u> eligible</b></p>
<b>Grant cycle</b>	July 1, 2013 – June 30, 2014
<b>Disbursement of funds</b>	<p>Funds will be disbursed in three instalments.</p> <ul style="list-style-type: none"> <li>The first 45% will be distributed upon the awarding of the grant.</li> <li>The second 45% will be upon receipt of invoices indicating that 75% of the first disbursement has been spent.</li> <li>The final 10% will be disbursed upon final submission of project and financial report and presentation to EAC/City Council.</li> </ul> <p>The level and timing of disbursements may be altered by the EAC with appropriate justification</p>
<b>Submission deadline</b>	April 22, 2013

### Grant Timeline:



### Resources Information:

For more information about this grant please contact:

**Amanda BRADDY** ([ajbraddy@greenvillenc.gov](mailto:ajbraddy@greenvillenc.gov))  
Public Works Department - Engineering Division  
1500 Beatty Street  
Greenville, NC 27834  
(252) 329-4467

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## APPLICATION PACKET

- Form must be typed using Time Roman 12 point font. Hand-written applications **will not be accepted**

<b>Name of Parent Teacher Organization or Related School Group Submitting Application</b>	
<b>Contact Information</b> <ul style="list-style-type: none"><li>Contact person</li><li>Address</li><li>Phone number</li><li>Email</li></ul>	
<b>Contact Information of Grant Administrator</b> (if different from above) <ul style="list-style-type: none"><li>Contact person</li><li>Address</li><li>Phone number</li><li>Email</li></ul>	
<b>Project Name</b>	
<b>Project Description</b> (max. 500 words)	

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**Rationale for Project** (max 250 words)

- Outline why this project should be funded, i.e. what will this project contribute to improving storm water management in Greenville?

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**Partners or Groups Involved** (max. 250 words)

- Describe the group(s) and how they will be involved in the project



<p><b>Risks and Responses</b></p> <ul style="list-style-type: none"><li>• List any possible risks that may hinder the successful implementation of the project and note how these risks may be overcome</li></ul> <p>For example: --Risk: resistance from parent body to take on new project. --Response: hold two informational meetings to present project, generate one page overview for students to take home to parents.</p>	
<p><b>Implementation Timeline</b></p> <ul style="list-style-type: none"><li>• List key dates</li></ul>	

<b>Proposed Budget</b> <ul style="list-style-type: none"><li>• Indicate how the 25% “in-kind” or financial contribution will be provided</li></ul>	<i>Complete attached form</i>
<b>Benchmarks</b> (max. 500 words) <ul style="list-style-type: none"><li>• Describe how the effect/impact of the project will be measured</li></ul>	

<b>Post-project</b> <ul style="list-style-type: none"><li>• Detail any anticipated work that will need to be done once the grant is completed e.g. if a wetland is put in place, what will be needed to keep this functioning over the next 5 years.</li></ul>	
<b>Additional documentation</b>	<i>Provide paperwork that indicates that the proposing organization/person is within the City Limits of Greenville and any letters of support.</i>
<b>Signature of Responsible Party</b>	
<b>Date</b>	

### Final Checklist

- \_\_\_ Application form is completed
- \_\_\_ Application form is signed and dated
- \_\_\_ Budget sheet is complete and attached
- \_\_\_ Proof of location of proposing organization is attached
- \_\_\_ Letter of support (optional)

### Send complete application packet to:

Ms. A. J. Braddy  
Public Works Department - Engineering Division  
1500 Beatty Street  
Greenville, NC 27834

**DEADLINE: APRIL 22, 2013**

**Project Name:**  
**Organization:**

~If the line item is not relevant to your proposal simply leave the line blank.

~Indicate in the *School Group Match* column those areas where the school group will contribute the required 25% in either donations or money

Budget Items		School Group Match		Totals
<b>Design</b>	Budgeted Amount			
	In-kind contribution			
<b>Survey</b>	Budgeted Amount			
	In-kind contribution			
<b>Education</b>	Budgeted Amount			
	In-kind contribution			
<b>Construction</b>	Budgeted Amount			
	In-kind contribution			
<b>Plantings</b>	Budgeted Amount			
	In-kind contribution			
<b>Printing</b>	Budgeted Amount			
	In-kind contribution			
<b>Monitoring</b>	Budgeted Amount			
	In-kind contribution			
<b>Land</b>	Budgeted Amount			
	In-kind contribution			
<b>Other (please itemize)</b>	Budgeted Amount			
	In-kind contribution			
<b>Administration</b>	Budgeted Amount			
	In-kind contribution			
Cash Sub-total				
In-kind Sub-total				
<b>Total</b>				